



IDAHO REAL ESTATE COMMISSION

REE-102-4
Rev. 11/01

(208) 334-3285 TRS (Telecommunications Relay Service) (800) 377-3529
Toll Free in Idaho (866) 447-5411

REQUEST FOR PUBLIC RECORDS

- I request ☐ to examine the following record(s); or,
☐ a copy of the following record(s); or,
☐ a certified copy of the following records(s); or,
☐ a ☐ list of or ☐ labels for real estate licensees.*
* For list/label orders, please specify if requesting active, inactive or both; for what counties, and what type. (such as salesperson, broker, etc.)

Commission Use Only

Date Received _____

Received By _____

☐ Mailed ☐ Faxed ☐ Walked-in

Payment received for one (1) copy
each of _____ documents

Amount Received _____

Receipt Number _____

FURTHER DESCRIPTIVE INFORMATION:

PLEASE PRINT

Date of Request: _____

Name: _____

Address: _____

_____ city _____ state _____ zip

Day time phone number: _____

Return form to Idaho Real Estate Commission; 633 N. 4th St.; P.O. Box 83720; Boise, ID 83720-0077

If applicable, to be completed by the Custodian:

More than three (3) working days to copy or retrieve the above requested records. A response will be provided within ten (10) working days of the request.

Custodian's initials _____

Original to Requestor

Copy for Commission Office